

MCDA Board Meeting Minutes

Minutes of Marlborough Community Development Authority

Regular Meeting – Thursday, February 27th, 2020

Meeting Opened: 8:45 a.m. | Meeting Closed: 9:09 a.m.

Attendance of Regular February 27th, 2020 MCDA Board Meeting

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| 1. Mayor/Chair Arthur G. Vigeant | 2. Paul Sliney (Tenant Representative) |
| 3. Stefanie Ferrecchia (Real Estate Rep.) | 4. Renee Perdicaro (Regular Member) |
| 5. David Morticelli (Fin. Rep) | 6. Joshua Daigle (Regular Member) |
| 7. Vonnie Morris, Executive Director | 8. Chad Carter, MCDA Employee |
| 9. Diane Smith, (City Auditor) – Non-Voting Member | (ABSENT) |
| 10. Wayne Darragh, Community Opportunities Group, Consultant | |

Summary of Motions

General

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| 1. Motion to Approve Minutes for January 30 th , 2020 Meeting | (Approved) |
| 2. Motion to Approve Payables for January & February 2020 – FY20 | (Approved) |
| 3. Motion to Approve FY20 Financials July – January 2020 | (Approved) |
| 4. Monthly report from MCDA Executive Director | |

Housing

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| 1. Motion to Approve CIP 2020-2025 | (Approved) |
| 2. Motion to Approve Federal & State Contracts with Fenton, Ewald & Associates | |

Community Development Authority

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| 1. Motion to Approve FY20 Massachusetts Community Development Block Grant Application | (Approved) |
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The Board Meeting took place on the fourth floor at City Hall in the Mayor's Conference room on Thursday, February 27th, 2020 with the meeting starting at 8:45 a.m.

Board member Paul Sliney motion to approve the minutes of the January 30th, 2020 meeting. ***The motion was made carried and approved with no abstentions.***

Executive Director introduced Wayne Darragh, Community Opportunities Group. Wayne Darragh gave an overview of the MCDA's FY20 Massachusetts Community Development Block Grant Application. The projects include repair to a portion of the roof at 240 Main Street and the continuation of the MCDA's Housing Rehabilitation and Substance Abuse Prevention programs. The price of the roof was expected to be around \$250K, but it came in significantly lower at around 70K. Wayne asked if the board would like to reallocate some of the budget towards a possible infrastructure project or whether they would only like to pursue 700K instead of the maximum of \$800K. Mayor Vigeant asked what DHCD would say about the broadness of the application. Wayne assured him that the actual application will be very specific. Mayor Vigeant asked if senior transportation would be eligible. Wayne noted that it is too late to add that to the application since that was not discussed at the public hearing that was held weeks prior. Mayor Vigeant mentioned that he thought the state was going to pay for the roof at 240 Main Street. Executive Director Vonnie Morris added that the state allocated \$500K towards the roof, but the TDC would be around \$800K. Also, the MCDA is waiting on a quote for the removal of non-functioning HVAC units. Wayne warned if the quote came in over \$100K then there are more requirements to satisfy, but he doesn't think that it will. Board member David Morticelli motioned to approve the FY20 Massachusetts Community Development Block Grant Application. ***The motion was made carried and approved with no abstentions.***

Mayor Vigeant motioned to approve the payables for January & February 2020 – FY20. ***The motion was made carried and approved. Board member David Morticelli abstained.***

Executive Director gave a brief overview of the bank account balances and the financials through January 2020. Mayor Vigeant motioned to approve FY20 Financials July – January 2020. ***The motion was made carried and approved with no abstentions.***

Executive Director continued with a briefing on the audits that were completed for FY19. The MCDA received operational guidance on the PMR. A gentleman wants to come out a couple times a year to see how things are going.

There was one turnover in the month of January 2020, and work orders are being kept up with. Preventive work orders are being completed routinely. There was a 96% collection rate for Senior Rent, and adjustments in the amount of \$2,094.22.

There was a permit issued for the bathroom at 20 Front Street. Work to be started soon. New FISH's #84 & #86 need to have the money spent by June 30th, 2020.

Mayor Vigeant noted that the fence in front of the dumpster needs to be taken down.

Executive Director Vonnie Morris added that the CIP moves FISH #85 – 240 Main Street Roof Replacement – to FY21. Board member Paul Sliney motioned to approve CIP 2020-2025. ***The motion was made carried and approved with no abstentions.***

Board member Paul Sliney also motioned to approve the Federal & State Contracts with Fenton, Ewald & Associates. *The motion was made carried and approved with no abstentions.*

Board member Josh Daigle motioned to adjourn. *The motion was made carried and approved with no abstentions.*

Meeting Closed: 9:09am